

3-1734

~~SECRET~~

DD/S

57-1000

MEMORANDUM FOR: Deputy Director (Support)

SUBJECT: Bonding of Agency Personnel

REFERENCE: Memorandum for DD/S from Bond Committee, dated 20 June 1956, approved by Acting DD/S, 24 August 1956.

1. Paragraph four of this memorandum contains a recommendation for approval of the Deputy Director (Support).
2. In the reference memorandum it is provided that each incumbent of the positions requiring bond coverage under the Agency policy furnish a form of bond application. The form would not be furnished to the bonding company, but would be retained in Agency files to support coverage under the bond, and to assure that each person bonded is aware of the pecuniary liability he has assumed.
3. During the course of developing instructions and the application form to be used, further consideration has been given to the practical aspects of this provision, and also check was made with other Agencies to ascertain the procedures they employ in this respect. As a result of this review and inquiry it has been determined that other Agencies do not require an application form to be submitted. Further, the psychological benefits that would accrue by using an application form can be accomplished by a more simple means, thereby eliminating the forwarding, handling, and filing of an additional document. When a person is assigned to a position that involves the primary responsibility for the use and custody of funds, the letter of instruction or memorandum delegating the authority and describing the responsibilities would include the statement that the individual has been bonded under the Agency Position Schedule Bond. With respect to present incumbents in such positions, it is contemplated that this Office notify all persons occupying finance type positions involved that they have been bonded, and the Area Divisions, DD/P will be requested to notify Chiefs of Class B Stations and Bases that they have been bonded under the Agency bond.
4. It is recommended that you approve the elimination of the requirement for a form of bond application to be furnished by persons occupying bonded positions.

5. Headquarters [redacted] regulations are being prepared with

25X1A

~~SECRET~~

53

SEARCHED	INDEXED
SERIALIZED	FILED
X	

DD/S chrono & Subj: Acct 4

073

~~SECRET~~

respect to the Agency policy concerning bonding of Agency personnel under the Agency Position Schedule Bond.

25X1A

E. R. SAUNDERS
Comptroller

CONCURRENCE:

25X1A

S
Office of Security

CONCURRENCE:

25X1A

Deputy Director (Support)

APR 4 1957

Date

26 APR 1957

S
Office of General Counsel

The recommendation contained in paragraph 4, is approved.

S
L. E. White
Deputy Director (Support)
APR 9 1957

Date

O-COMP:

Distribution:

0 & 1 - Comptroller

1 - D/Sec

1 - Gen Coun

1 - D/Pers

1 - DD/P

2 - DD/S subject and chrono

~~SECRET~~